DOCUMENT RESUME

ED 375 777 HE 027 876

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TITLE Effective Committee Service. Survival Skills for Scholars, Volume 7.
REPORT NO ISBN-0-8039-4819-0
PUB DATE 93
NOTE 108p.
AVAILABLE FROM SAGE Publications, Inc., 2455 Teller Rd., Thousand Oaks, CA 91320 (paperback: ISBN-0-8039-4819-0, $11.95; cloth: ISBN-0-8039-4818-2).
PUB TYPE Books (010) -- Guides - Non-Classroom Use (055)

EDRS PRICE Document Not Available from EDRS.
DESCRIPTORS Administration; Career Development; *College Faculty; *Committees; Faculty Development; Group Membership; Higher Education; Leadership; *Organizational Effectiveness; Reports; *Teacher Role

ABSTRACT

This book contains analysis of and advice about work on committees in institutions of higher education. Chapter 1 is an orienting chapter, revealing what kind of creature a committee is; what it does in, for, and against the organizations in which it is embedded; and what the major kinds of committees are. Subsequent chapters deal with: (1) the birth of committees and how they should be formed, charged, and staffed; (2) how committees work, how they develop conflicts, and how they forge a distinctive committee "culture"; (3) how to serve on committees; (4) how to chair committees; (5) strategies of writing a committee report; and (6) broad observations and advice about the place of committee service in an academic career. (JDD)

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